

Lynnwood Hearing Examiner – Zoom Instructions

Thursday, April 7, 2022 — 2:00 pm

Online via Zoom

How the Meeting Will Work

Virtual Public Hearings will be held via Zoom Webinar. The Development and Business Services Department is hosting the meeting; the Hearing Examiner, Applicant(s), and City staff are Panelists, and Lynnwood residents and members of the public are attendees. Webinar attendees do not interact with one another; they join in listen-only mode, and the host can unmute one or more attendees as needed.

Meeting Links and Numbers

- **Join from a PC, Mac, iPad, iPhone or Android device:**
 - Download the Zoom Client at: <https://zoom.us/download>.
 - Use Zoom Version 5.0.4 (25694.0524) or later.
 - Please use this URL to join: <https://lynnwoodwa.zoom.us/j/86092686468>
- **Or join by phone:** +1 253 215 8782, Webinar ID: 860 9268 6468

How to Provide Public Comments

The Community Development Department is accepting public comments on behalf of the Hearing Examiner via Email.

- **Email:** Please add the Public Hearing meeting date in the subject line or in body of the message such as in the examples below.
 - Send Email to: blee@lynnwoodwa.gov
 - Subject Line: Public Comment for the 4/10/22 Hearing
- **Live Public Comment:** If you are unable to provide a written comment, you may join the webinar as an attendee to comment during the public comment period. Public participation guidelines are provided at the bottom of this page.

Participation Guidelines

Below are recommendations for attendees in meetings conducted via Zoom Webinar.

- **Identification:** Upon entering the webinar, please enter your name or other preferred identifier, so that the host can call on you during the public comment period.
- **Raise Hand (see link below for instructions):** You have the ability to virtually raise your hand for the duration of the webinar, but you will not be acknowledged and your mic will remain muted until you are called on during the public comment period.
<https://www.lynnwoodwa.gov/files/sharedassets/public/city-council/business-meeting-agendas/raising-hand-in-zoom.pdf>
- **Public Comment Period:** Use “Raise Hand” to be called upon by the host. The host will unmute your mic and you will have the ability to share your comment. Each speaker is allowed up to five (5) minutes.
- **Use headphones/mic** for better sound quality and less background noise.

The public is invited to attend and participate in this public meeting. Upon reasonable notice to the City Clerk's office (425) 670-5161, the City will make reasonable effort to accommodate those who need special assistance to attend this meeting.